



LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH  
550 S. VERMONT AVE., LOS ANGELES, CA 90020 HTTP://DMH.LACOUNTY.GOV



MARVIN J. SOUTHARD, D.S.W.  
Director

ROBIN KAY, Ph.D.  
Chief Deputy Director

RODERICK SHANER, M.D.  
Medical Director

February 3, 2014

TO: Each Supervisor

FROM: Marvin J. Southard, D.S.W.  
Director

SUBJECT: **NOTIFICATION OF INTENT TO EXPEND FUNDS FOR THE EIGHTH ANNUAL CONNECTIONS FOR LIFE THROUGH EMPLOYMENT AND EDUCATION CONFERENCE**

This memorandum is to notify your Board of the Department of Mental Health's (DMH) intent to exercise the delegated authority granted by your Board to the Director of Mental Health, or his designee, to execute an agreement with the California Endowment Center (Sodexo America, LLC) for facility/catering services and with California Certified Interpreters for interpreting services, for the Eighth Annual Connections for Life Through Employment and Education Conference. This consumer oriented conference will be held on April 2, 2014, at an estimated cost of \$7,909.19.

On December 6, 2011, your Board adopted a Board letter (Attachment) which delegates authority to the Director of Mental Health, under Recommendation No. 4, to sign agreements with catering and interpreting services for three subsequent annual Connections for Life Through Employment and Education Conferences through Fiscal Year 2014-15, not to exceed a total amount of \$20,000 per annual event, subject to review and approval by County Counsel and notice to your Board and Chief Executive Office.

DMH has already obtained County Counsel's approval of the agreement with California Endowment Center (Sodexo America, LLC) and California Certified Interpreters.

If you have any questions or concerns, please contact me, or your staff may contact Richard Kushi, Chief, Contracts Development and Administration Division, at (213) 738-4684.

MJS:RK:mp

Attachment

c: Executive Officer, Board of Supervisors  
Chief Executive Officer  
County Counsel  
Robin Kay, Ph.D.  
Margo Morales  
Kimberly Nall  
Maria Funk, Ph.D.  
Richard Kushi